

**BOARD OF FINANCE  
SALEM, CONNECTICUT  
MEETING MINUTES  
NOVEMBER 14, 2013**

**PRESENT**

William Weinschenker/Chairman  
Tom Butcher  
Greg Preston  
Carole Eckart  
Janet Griggs  
George Householder  
Dave Kennedy

Cindy Noe/ Recording Secretary

**ABSENT**

John Dolan  
Peter Lee

**GUESTS**

Elbert Burr  
Kevin Lyden

**CALLED TO ORDER**

William Weinschenker called the meeting to order 7:28pm

**RECONGNITION OF VISTORS**

William Weinschenker recognized the visitors in attendance

**SEAT ALTERNATE IF NEEDED**

No alternates were required

**COMMUNICATIONS:**

Republican Town Committee letter.

Discussion took place of a vacancy to be filled at the next board meeting.

**ADDITIONS TO THE AGENDA**

7a, add to agenda: Discuss Patricia Crisanti's letter about dedication of town report.

8, add to agenda: Chairman's final comments

**AGENDA**

**1. APPROVE MEETING MINUTES FROM OCTOBER 10, 2013 MEETING**

Minutes were approved with no changes.

**M/S/C (Butcher/Householder) to approve minutes as presented. Vote: Approved  
Unanimously**

## **2. TREASURER'S REPORT**

The Treasurer presented her report. (See File Copy).

### **a. Revenue Summary**

No discussion took place

### **b. Trial Balance**

No discussion took place

### **c. Fund Balance**

Discussion took place about continuation of appropriation for Tanker/Pumper Truck Safety Upgrade dated 04/11/13 and School building Bond Interest dated 06/13/13. Weinschenker stated that on the Fund Balance Summary sheet the original date should not be used; the continuation date should be used or a notation be made that it is in fact a continuation.

Butcher questioned the Unassigned General Fund Balance being different on page 3 of the report. The Treasurer stated that the balance does not include the audited adjustments.

Householder questioned the amount of \$5753.17 on page 2; line 070 Insurance Claims/Refunds. Kevin Lyden stated that the amount is a dividend check. Householder also questioned the amount of \$135,314.63 on page 1; line 1020 General Property Tax Prior Year. He wanted to know why the amount was so large. Weinschenker stated it could be due to back taxes being made.

### **d. Other**

Butcher thanked the Treasurer, MaryAnn Ferren, for her four years of service.

## **3. PUBLIC COMMENTS**

No comments were made.

## **4. SELECTMAN'S REPORT**

Kevin Lyden thanked Bill Weinschenker and MaryAnn Ferren for their service. Lyden stated that the audit presentation will be next month. O'Conner Davies will be showing a PowerPoint presentation.

Lyden stated that Municipal Resources Inc. has been contracted to complete a study on the town's emergency services. The report from the study will take between 4-6 months to complete. The cost for the emergency service study was the budgeted amount of \$25,000. Lyden suggested that the final results of the report should be presented to the town in a special town meeting.

## **5. BOF MEETING SCHEDULE FOR 2014**

The committee discussed the dates and had two changes because the suggested dates were on Sundays.

**M/S/C (Butcher/Eckart) to approve the 2014 Board of Finance meeting dates with two changes: January 19, 2014 to January 09, 2014 and October 19, 2014 to October 09, 2014**  
**Vote: Approved Unanimously**

## **6. BUILDING COMMITTEE REPORT**

Elbert Burr supplied a renovation cost summary sheet to the Board; which he explained in detail. (See File Copy)

Burr then took questions from the Board.

Preston asked if there were still outstanding invoices to which Burr stated there may be additional change orders.

Butcher asked if the totals on the cost summary reflected the reimbursement from the state. Burr stated that the reimbursement has yet to be deducted from the current \$5703281.32 total.

Kennedy asked if the Building Committee is holding a retainage until completion of the project, to which Burr stated yes. Kennedy also asked why there will be additional change orders from the architects punch list to be paid for. Weinschenker and Burr explained that it would be for more work that would need to be completed that was not included in the original bid.

## **7. 2014/2015 BUDGET- DISCUSSION (CAPITAL, MOTION WORDING, ETC.)**

The Board discussed the letter to be sent out to all Boards and Commissions and what should be included in the letter. Weinschenker will do a rough draft of the letter and submit to the Board to revise and approve at the next meeting.

## **7A. DISCUSSION OF TOWN REPORT DEDICATION**

The Board discussed the letter from Patricia Crisanti requesting that the town report be dedicated to the former town clerk Silva Winakor. The decision was made by the Board that Salvatore Crisanti be the recipient of the dedication. Householder will interview Patricia and write up the dedication.

**M/S/C- Butcher/Preston to dedicate the town report to Salvatore Crisanti and for George Householder to write the dedication. Vote: Approved Unanimously**

## **8. CHAIRMAN'S FINAL COMMENTS**

Chairman Bill Weinschenker thanked all the members of the Board and Virginia Casey for their help.

He is willing to offer advice in the future should they need it. His other advice was to look at the financial aspects of budget requests and not on the personalities of the good people presenting. He hopes the mil rate is able to stay stable in the coming years. He reminded the Board to not fall prey to the buy now and pay later effect because interest is just an added cost to the town.

The members presented Weinschenker with a Cabella gift card and a shirt lettered with the word Chairman and the dates of his service to the Board of Finance.

**M/S/C- Weinschenker/ Butcher to adjourn the meeting at 8:52pm.**

Respectfully Submitted  
Cindy Noe  
Recording Secretary

Approved